

122958

PAPERWORK REDUCTION ACT SUBMISSION

Please read the instructions before completing this form. For additional forms or assistance in completing this form, contact your agency's Paperwork Clearance Officer. Send two copies of this form, the collection instrument to be reviewed, the Supporting Statement, and any additional documentation to: **Office of Information and Regulatory Affairs, Office of Management and Budget, Docket Library, Room 10102, 725 17th Street NW, Washington, DC 20503.**

RSPA-98-4957-43

1. Agency/Subagency originating request U.S. DOT RSPA		2. OMB control number a. <u>2 1 3 7 0 5 7 8</u> b. <input type="checkbox"/> None	
3. Type of information collection (check one) a. <input type="checkbox"/> New Collection b. <input checked="" type="checkbox"/> Revision of a currently approved collection c. <input type="checkbox"/> Extension of a currently approved collection d. <input type="checkbox"/> Reinstatement, without change , of a previously approved collection for which approval has expired e. <input type="checkbox"/> Reinstatement, with change , of a previously approved collection for which approval has expired f. <input type="checkbox"/> Existing collection in use without an OMB control number For b-f, note Item A2 of Supporting Statement instructions		4. Type of review requested (check one) a. <input checked="" type="checkbox"/> Regular b. <input type="checkbox"/> Emergency - Approval requested by: ____/____/____ c. <input type="checkbox"/> Delegated	
		5. Small entities Will this information collection have a significant economic impact on a substantial number of small entities? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
		6. Requested expiration date a. <input type="checkbox"/> Three years from the approval date b. <input type="checkbox"/> Other: ____/____/____	
7. Title Reporting on Safety Related Conditions on Gas Hazardous Liquid Pipelines and LNG Facilities			
8. Agency form number(s) (if applicable) N/A			
9. Keywords Pipeline Safety, Regulation, Incidents			
10. Abstract Operators of gas and hazardous liquid pipeline facilities and LNG facilities must submit to DOT a written report on any safety-related condition that causes or has caused a significant change or restriction in the operation of a pipeline or facility condition that is a hazard to life, property or the environment.			
11. Affected public (Mark primary with "P" and all others with "X") a. <input type="checkbox"/> Individuals or households b. <input checked="" type="checkbox"/> Business or other for-profit c. <input type="checkbox"/> Not-for-profit institutions d. <input type="checkbox"/> Farms e. <input type="checkbox"/> Federal Government f. <input type="checkbox"/> State, Local, or Tribal Government		12. Obligation to respond (Mark primary with "P" and all others that apply with "X") a. <input type="checkbox"/> Voluntary b. <input type="checkbox"/> Required to obtain or retain benefits c. <input checked="" type="checkbox"/> Mandatory	
13. Annual reporting and recordkeeping hour burden a. Number of respondents <u>47</u> b. Total annual responses <u>47</u> 1. Percentage of these responses collected electronically <u>Unknown</u> % c. Total annual hours requested <u>282</u> d. Current OMB inventory <u>282</u> e. Difference <u>0</u> f. Explanation of difference 1. Program change _____ 2. Adjustment _____		14. Annual reporting and recordkeeping cost burden (in thousands of dollars) a. Total annualized capital/startup costs <u>0</u> b. Total annual costs (O&M) _____ c. Total annualized cost requested _____ d. Current OMB inventory _____ e. Difference _____ f. Explanation of difference 1. Program change _____ 2. Adjustment _____	
15. Purpose of information collection (Mark primary with "P" and all others that apply with "X") a. <input type="checkbox"/> Application for benefits b. <input type="checkbox"/> Program evaluation c. <input type="checkbox"/> General purpose statistics d. <input type="checkbox"/> Audit e. <input type="checkbox"/> Program planning or management f. <input type="checkbox"/> Research g. <input checked="" type="checkbox"/> Regulatory or compliance		16. Frequency of recordkeeping or reporting (check all that apply) a. <input type="checkbox"/> Recordkeeping b. <input type="checkbox"/> Third party disclosure c. <input checked="" type="checkbox"/> Reporting: 1. <input checked="" type="checkbox"/> On occasion 2. <input type="checkbox"/> Weekly 3. <input type="checkbox"/> Monthly 4. <input type="checkbox"/> Quarterly 5. <input type="checkbox"/> Semi-annually 6. <input type="checkbox"/> Annually 7. <input type="checkbox"/> Biennially 8. <input type="checkbox"/> Other (describe) _____	
17. Statistical methods Does this information collection employ statistical methods? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		18. Agency contact (person who can best answer questions regarding the content of this submission) Name: <u>Marvin Fell</u>	

19. Certification for Paperwork Reduction Act Submissions

On behalf of this Federal agency, I certify that the collection of information encompassed by this request complies with 5 CFR 1320.9.

NOTE: The text of 5 CFR 1320.9, and the related provisions of 5 CFR 1320.8(b)(3), appear at the end of the instructions. *The certification is to be made with reference to those regulatory provisions as set forth in the instructions.*

The following is a summary of the topics, regarding the proposed collection of information, that the certification covers:

- (a) It is necessary for the proper performance of agency functions;
- (b) It avoids unnecessary duplication;
- (c) It reduces burden on small entities;
- (d) It uses plain, coherent, and unambiguous language that is understandable to respondents;
- (e) Its implementation will be consistent and compatible with current reporting and recordkeeping practices;
- (f) It indicates the retention periods for recordkeeping requirements;
- (g) It informs respondents of the information called for under 5 CFR 1320.8 (b)(3) about:
 - (i) Why the information is being collected;
 - (ii) Use of information;
 - (iii) Burden estimate;
 - (iv) Nature of response (voluntary, required for a benefit, or mandatory);
 - (v) Nature and extent of confidentiality; and
 - (vi) Need to display currently valid OMB control number;
- (h) It was developed by an office that has planned and allocated resources for the efficient and effective management and use of the information to be collected (see note in Item 19 of the instructions);
- (i) It uses effective and efficient statistical survey methodology (if applicable); and
- (j) It makes appropriate use of information technology.

If you are unable to certify compliance with any of these provisions, identify the item below and explain the reason in Item 18 of the Supporting Statement.

Signature of Senior Official or designee

Date

SUPPORTING Statement
**Information Collection of Reporting Safety-Related Conditions on Gas,
Hazardous Liquid, and Carbon Dioxide Pipelines and Liquefied Natural
Gas Facilities**

Justification.

1. Explain the circumstances that make the collection of information necessary. Identify any legal or administrative requirements that necessitate the collection.

49 U.S.C. 60102 requires each operator of a pipeline facility (except master meter) to submit to DOT a written report on any safety-related condition that causes or has caused a significant change or restriction in the operation of a pipeline facility or a condition that is a hazard to life, property or the environment.

2. Indicate how, by whom, and for what purpose the information is to be used.

The information is used to assist Federal pipeline safety inspectors of RSPA and State pipeline safety inspectors. The information is used to monitor corrective actions proposed by operators in order to prevent the occurrence of an incident or accident. Without this information known hazardous conditions might continue uncorrected.

3. Describe whether, and to what extent, the collection of information involves the use of automated electronic, mechanical, or other technological collection techniques or other forms of information technology.

The regulations were amended in 1989 to allow operators to file safety-related reports by fax. There are no legal obstacles to reducing the burden. RSPA currently allows operators to send safety related condition reports electronically.

4. Describe efforts to identify duplication. Show specifically why any similar information already available cannot be used or modified for use for the purpose described in 2.

The regulations reduce duplication by exempting incidents that result in an accident before the safety-related condition report filing deadline. No similar information exists.

5. If the collection of information impacts small businesses or

other small entities, describe the methods used to minimize burden.

The smallest operators, known as master meter operators, are exempt. Further, gas incidents that occur outside populated areas need not be reported.

There are few small operators of hazardous liquid and carbon dioxide pipelines.

6. Describe the consequence to Federal program or policy activities if the collection were conducted less frequently as well any technical or legal obstacles to reducing the burden.

The collection is event driven and therefore could not be done less frequently.

7. Explain any special circumstances that would cause an information collection in a manner requiring respondents to report information to the agency more than quarterly;
requiring respondents to prepare a written response to a collection in fewer than 30 days after receipt of it;
requiring respondents to submit more than an original and two copies of any documents;
requiring respondents to retain records other than health, medical, government contract, grant-in-aid, or tax records for more than three years;
in connection with a statistical survey that is not designed to produce valid and reliable results that can be generalized to the universe of study;
requiring the use of a statistical classification that not been reviewed and approved by OMB;
that includes a pledge of confidentiality that is not supported by disclosure and data security policies that are consistent with the pledge, or which unnecessarily implies sharing of data with other agencies for comparable confidential use; or
requiring respondents to submit proprietary trade secret or other confidential information unless the agency can demonstrate that it has instituted procedures to protect confidentiality to the extent permitted by law.

None of these conditions apply.

8. If applicable, provide a copy and identify the date and page number of publication in the Federal Register of the agency's notice required by 5 CFR 1320.8(d) soliciting comments on the information collection prior to submission to OMB. Summarize public comment received in response to the notice and describe actions taken by the agency in response to these comments. Specifically, address comments

received on cost and hour burden.

Describe efforts to consult with persons outside the agency to obtain their views on the availability of data, frequency of collection, the clarity of instructions and record keeping, disclosure, or reporting format if any), and on the data elements to be recorded, disclosed, or reported.

Consultation with members outside RSPA is obtained during meetings with the National Association of Pipeline Safety Representatives (NAPSR). This organization consists entirely of State pipeline safety inspectors. Meetings are held throughout the year. There has been no recent criticism of this reporting requirement.

The notice of renewal for this information collection in the Federal Register is being published simultaneously with the placement of this supporting statement in the docket. The responses to the 60-day notice will be summarized in the submission to OMB.

9. Explain any decision to provide any payment or gift to respondents, other than remuneration of contractors or grantees.

Not applicable.

10. Describe any assurance of confidentiality provided to respondents and the basis for the assurance on statute, regulation, or agency policy.

The Department does not foresee any need to assure confidentiality of the information because none of it involves trade secrets.

11. Provide additional justification for any questions of a sensitive nature, such as sexual behavior, and attitudes, religious beliefs, and other matters that are commonly considered private. This justification should include the reasons why the agency considers the questions necessary, the specific uses to be made of the information, the explanations given to persons from the information is requested, and any steps to be taken to obtain their consent.

The regulation does not involve questions of a sensitive nature.

12. Provide estimates of the hour burden of the collection of information.

The average number of safety-related condition reports for the year 2000 was 47. Assumptions used in estimating the burden hours and costs of this reporting requirement are:

Operator response time is estimated to be 6 hours per report.

The annual burden is 6 hours X 47 responses per year or 282 hours annually.

13. Provide an estimate of the annual total cost burden to respondents from the collection of information.

If the loaded hourly wage of an employee is estimated to be \$40 per hour the total annual cost is estimated to be , the total annual cost to operators is \$11,280 (282 X \$40 = \$11,280)

14. Provide estimated annualized cost to the Federal government. Also, provide a description of the method used to estimate cost which should include quantification of hours, operational expenses, and any other expense that would not have been incurred without the collection of information.

Hourly loaded wages of government personnel (both state and Federal is estimated at \$40 per hour). The average time to review the reports is estimated at 3 hours per report. 37 are sent to the Federal government and 10 to the states.

The Federal government costs and hour totals annually are:

37 reports X 3 hours = 111 hours per year
111 hours X \$40 = \$4,400 annually

The state government costs and hour burdens annually are:

10 reports X 3 hours = 30 hours
30 hours X \$40= \$1,200 annually

15. Explain the reasons for any program changes or adjustment reported in Items 13 or 14 of OMB Form 83-I.

The number of reports filed annually has declined.

16. For collections of information whose results will, outline plans for tabulation and publication. Address any complex analytical techniques that will be used.

Not applicable.

17. If seeking approval to not display the expiration date for OMB approval of the information collection, explain the reasons the

display would be inappropriate.

Not applicable.

18. Explain each exception to the certification statement identified in Item 19, Certification for Paperwork Reduction Act Submission, of OMB Form 83-I.

Not applicable.